

TOWN OF LUNENBURG

Office of the Planning Board

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Adam R. Burney
Land Use Director

Minutes
October 24, 2016

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Matthew Allison, Damon McQuaid, Gregory Bittner, Kenneth Chenis, David Prokowiew, Adam R. Burney

ANR PLANS:

925 Chase Road- Plan presented by Ed Boucher, PLS. An ANR Plan endorsed in 1980 shows 50.02 feet of frontage for 22 Boucher Road; this is incorrect. There are only 28.46 feet of frontage. This Plan will create Parcel A to deed to the property owner(s) to create the required frontage on Chase Road to make this lot buildable. Plan endorsed.

675 Reservoir Road- Plan presented by Larry Sabeau, Hannigan Engineering. 667 and 675 Reservoir Road have been in contiguous ownership since 1979 and recently purchased this year by Reservoir Road LLC. In 2006 Lot 2A was divided into a smaller lot. The owner wants to increase Lot 2A to have frontage on Lake Shirley. Two lots will still remain. The area and property lines will change. Plan endorsed.

493 Massachusetts Avenue, Waiver Request- Property and business owner Tanner Cole, Gatsby Grounds Company, Inc. requested a waiver from the Board's site plan approval process. He is utilizing the existing space with no structural changes to the building, parking lot, or driveway. The building is not on sewer, but does have a passing Title V. There are only three office staff; himself, his mother and his wife. **Motion, K. Chenis, to grant the waiver from the site plan approval process, Second, M. Allison, all aye.**

PUBLIC HEARINGS:

1034, 1048 & 1054 Northfield Road- see separate minutes – **Motion, K. Chenis, to approve tree cuts as proposed in the presented scenic road proposal, Second, D. Prokowiew, all aye.**

274 Prospect Street (cont'd)- Correspondence received this date in the Planning Office from Whitman & Bingham Associates on behalf of the Applicant, Apple Tree Realty Trust. Correspondence requested the Board continue the Public Hearing to the Board's January 23, 2017 meeting. Discussion ensued. A. Burney noted that as the Applicant is compiling a traffic analysis, he expects the Board will see a refined plan at the January 23rd meeting. Board members had hoped to see a proposal of the direction the Applicant was moving towards. It was noted that this evening's continuation was in anticipation of the Applicant bringing forth possible conceptual layouts. **Motion, D. Prokowiew, to accept extension request to January 23, 2017, Second, G. Bittner,** Discussion- Board members voiced frustration with the time that has lapsed with this project and asked A. Burney what is a reasonable timeframe to allow projects to continue. A. Burney responded that is usually dependent on the project and the time needed to move through iterations and finalize a design. Six months or longer is not unreasonable if there are concept changes; **all aye.**

MINUTES APPROVAL, 9/26/16- Minutes signed. **Motion, D. McQuaid, Second, K. Chenis, all aye.**

COMMITTEE REPORTS:

Stormwater Task Force- Discussed feedback on Request for Quotes (RFQ). Went with initial quote which was brought to the Select Board.

Town Manager Search Committee- Committee is disbanded. Names of final three candidates forwarded to the Board of Selectmen.

Agricultural Commission- October 30th will be the last Farmers' Market for this season.

Building Reuse Committee- A. Burney attended. Committee looked at draft Request for Proposals (RFP) for the five properties and one that would cover all five of the properties. Committee will review proposal criteria. Interim Town Manager and A. Burney are collecting additional property data. A. Burney has been tasked to look at potential costs of a redevelopment authority which would manage the funds and the properties.

Capital Planning Committee- Committee has met with the Police and Fire Chiefs. Will be meeting next with the DPW Director.

School Building Committee- Finishing up with the sod. Bleachers are in. Project came in under budget. Greenhouse expected to be operational November 1st.

Green Community Task Force (GCTF)- Had \$20,000 ± available to commit funds. Funds committed for a lighting audit and for a study of possible oil to gas conversion at the public safety building at a cost of \$9,000 - \$10,000 ±, and audit at THMS to tighten the building envelope, i.e., reduce energy costs through energy improvements, and also lighting at the school.

MJTC- K. Chenis was unavailable for the last meeting. Minutes not yet published.

MRPC- Meeting October 25th.

Open Space Ad Hoc Committee- no report

DEVELOPMENT STATUS REPORTS:

357 Electric Avenue (Unitil)- Area continuing to be cleared.

270 Electric Avenue (storage units)- Construction continues. Applicant hopes to have the first building (with the office) open and functioning in November.

DIRECTOR'S ITEMS:

Special Town Meeting- Noted November 28th Special Town Meeting. No articles submitted by the Planning Board.

Public Records Law, 11.10.16 Information Session- November 10, 2016 information session presented by KP Law. A. Burney and M. Boggio will attend.

200 Reservoir Road, Ch. 61B- Property owner requesting removal of recreational use (Chapter 61B) for land located at 200 Reservoir Road. Board endorsed a five-lot ANR Plan on July 25, 2016. There are no purchase offers at this time. The property owner's intent is to convert the land to residential zoning and offer the lots for sale. If interested, the Town would have to hire an appraiser to determine the monetary value to use as a basis for the Town's purchase. The land is located adjacent to land owned by the Water District and is also in front of the Sportsman's Club. K. Chenis inquired if any of the property is currently being used for recreation. He is also aware of numerous trails in that area, but unsure if they are located on this specific property. G. Bittner noted the Conservation Commission's recommendation to the Select Board is not to pursue the purchase of this property. Board consensus was to get the input of the Open Space Ad Hoc Committee before formulating its response to the Select Board.

Complete Streets Program- VHB (Vanasse Hangen Brustlin Inc.) and the DPW Director were in front of the Select Board for a Complete Streets program discussion to see if the Town should consider adopting a Complete Streets Policy. If the Town intends to pursue, the Planning Board would need to review its Rules and Regulations for the Subdivision of Land to ensure the design elements are in agreement with the policy. There was discussion as to whether or not the policy would have to be adopted Town-wide or could it be individually by Zoning District. (It could be beneficial in the Village District.) Board members noted the possibility of creating a "sidewalk fund", i.e., in lieu of a developer constructing sidewalks in a residential development, that money could be placed into a sidewalk fund for the Town to utilize. (No action is required by the Planning Board at this time. This was just for informational purposes.)

9 Electric Avenue, Zoning Board of Appeals Hearing- This property has been purchased by the owner of Asian Imperial who is seeking a Special Permit for construction of additional parking adjacent to the existing restaurant. The owner also wishes to expand the front of the existing restaurant. If the Special Permit is granted by the Zoning Board of Appeals, the Applicant will then have to appear before the Planning Board. The Board was in support of the petition.

MEETING SCHEDULE:

November 14-

November 28- Special Town meeting – no Board meeting

December 12

December 26- Town Offices Closed – no Board meeting

G. Bittner requested that the Board add one to two additional meetings approximately every other month due to no Board meetings on Monday holidays. **Motion, K. Chenis that the Board adopt a quasi-policy that in the event of Monday holidays or other Monday events that cause the Board to skip a meeting, instead of cancelling the meeting, defer a week and postpone to the next Monday that the Board can meet, Second, G. Bittner.** Discussion ensued as to scheduling conflicts for various Board members. **K. Chenis made an Amended Motion to be before or after where practicable, Second, G. Bittner, all aye.**

PUBLIC COMMENT: Citizen David Rodgers commented that he feels Town Boards/Commissions/Committees are looking over everyone's shoulder and acting like "Big Brother".

BOARD COMMENT/CONCERNS:

G. Bittner- Brought up changing speed limits (noting specifically by the Town Beach) under the Municipal Modernization Bill. A. Burney noted that this would require bill adoption by the Select Board. He also suggested G. Bittner talk to the police chief to see if this is reasonable or would be more problematic.

D. McQuaid- In response to D. Rodgers' comment above, noted that he is in support of reusing existing facilities and that the Board is here to help the people.

D. McQuaid- Noted a presentation at his workplace on pervious paving systems that can sometimes remove the need to have stormwater systems. A. Burney inquired about removal of contaminants. D. McQuaid responded that it is a layered system of crushed gravel, using the earth to filter.

M. Allison- Noted CPTC presentation he attended on Writing Reasonable and Defensible Decisions.

ADJOURNMENT: 9:05 PM

Documents used at meeting:

ANR Plan, 925 Chase Road

ANR Plan, 667 & 675 Reservoir Road

Minutes 9.26.16

Letter, 493 Massachusetts Avenue, Tanner Cole, Request for Waiver

Letter dtd 10.07.16, Bowmar & Larkin, re: 200 Reservoir Road, Ch. 61B

Complete Streets handout

Zoning Board of Appeals Notice of Public Hearing, 9 Electric Avenue